



**Agenda Item Number: 2009-6-8B**

## **BERNALILLO COUNTY BOARD OF COUNTY COMMISSIONERS**

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**Meeting Date:** June 23, 2009

**Department:** County Clerk **Staff Contact:** Maggie Toulouse Oliver, Clerk  
Michael Garcia, Deputy County Clerk  
Julie Morgas Baca, DCM, Community Services

**TITLE:** Sole Source Award to Tyler Corporation/ Eagle recorder

**ACTION:** Motion to approve:

1. The sole source procurement to Tyler Corporation/ Eagle Division for the purchase of Software Upgrades and Software Support Maintenance Agreement with Tyler Corporation Eagle Division in the amount of \$142,000 for the Recording and Filing Department.
2. Financial Resolution **FR** **-2009** increasing the FY 2010 budget \$142,000, including NMGRT.
3. Authorize the County Manager to execute the Sales Agreement and the Software Support Maintenance Agreement with Tyler Corporation/ Eagle Division in the amount of \$142,000, including NMGRT.

### **SUMMARY:**

On April 26, 2006 the Clerk entered into an agreement w/Tyler Technologies to convert its Recording and Filing software package from CRIS + to Eagle Recorder, which included EagleWeb services. Conversion was successfully completed in June 2007. Provisions of the original contract provided for additional modules and annually software support services for Eagle Recorder of supported applications. Phase II of this project ("eCommerce") will consist of a software modification to provide the capability for "eCommerce" to extend the EagleWeb services to include the ability for constituents to purchase documents in the current deployment. The enhancements will make it possible for the County to utilize the current County solution known as the Global Basket with eCommerce services (providing for online purchases via Credit card and Pre-pay or Draw-down accounts). The following features are available and will be implemented if approved:

1. The eCommerce module shall provide the capability for the public to order and pay for e-copies of the following types of documents electronically, providing access to recorded documents on the web with the product known as EagleWeb: Real Estate Documents, Marriage License, Plats/Maps (excluding Death Certificates and Military Discharges).
2. All documents ordered and purchased online shall be delivered via the following shipping methods after transactions have been approved (only 1 shipping method per transaction): USPS, Federal Express, UPS or Fax/Email.
3. The County Global Basket shall provide the capability for itemized-level and summary-level reporting for all transactions in order to successfully reconcile against the EagleWeb reports for transactions.

4. Ability to manage increasing document volumes more efficiently and more accurately while boosting office productivity without adding staff.
5. Provides for the convenience of online transactions, eliminating the need for the public to drive downtown.

The County Clerk requests approval of an expenditure from the Recording and Filing Fund for the purpose of upgrading the current Eagle Recorder software (Phase II – eCommerce) in the amount of \$24,588 and Eagle Recorder annual software support services for supported applications in the amount of \$117,412 for a total procurement cost of \$142,000.

The staff also requests approval be given to the County Manager to execute future amendments pertaining to any software upgrades necessary to complete this project.

#### **ATTACHMENTS:**

1. Financial Resolution **FR -2009**
2. Sole Source Determination

### **FISCAL IMPACT**

The funding is available in the Clerk's Recordings and Filing Fund in accordance with NMSA 1978, Section 14-8-12.2 regulations.

### **STAFF ANALYSIS SUMMARY**

#### **COUNTY MANAGER**

See Summary. I recommend Board approval. TL 6/17/09

#### **DEPUTY COUNTY MANAGER FOR COMMUNITY SERVICES**

Provisions of the original contract with Tyler Corporation provide for additional modules. This module will provide the capability for a constituent to order and pay for copies of the following types of documents electronically: Real Estate Documents, Marriage License, Plats/Maps (excluding Death Certificates and Military Discharges). I recommend Board Approval. JMB 06/17/09

#### **LEGAL**

Approved as to form and legal sufficiency. JSL 6/16/09

#### **FINANCE**

<b>Budget</b>	Approval of this agenda item will allow for the purchase of Software Upgrades and Software Support Maintenance. Funding for the requested amount is available in 12204 Recording and Filing, Pat Vigil, Financial Service Administrator II 6/15/2009.
<b>Purchasing</b>	This procurement is a sole source based on the proprietary software owned exclusively by Tyler Technologies. Purchasing concurs with the approval of the proposed motion. Dinah Esquivel, Purchasing Manager. 6/15/09
<b>Contracts</b>	A contract control number shall be issued upon receipt of a fully executed agreement. Dinah Esquivel, Purchasing Manager. 6/15/09
<b>Risk Management</b>	No comment required. David A. Baca, Risk Management Director. 6/15/09

## **ELECTED OFFICIAL/OTHERS**

### **County Clerk**

Our office's expansion to providing documents via the internet has long been a goal of this office and integrates well with the County's vision for providing more e-services to the Bernalillo County community. By implementing this "e-Commerce" solution, our office will be able to provide documents to customers via the internet, without the customer having to come to One Civic Plaza in person. This creates efficiencies both for our office and our ability to manage our walk-in workflow, as well as for the customer/taxpayer/consumer.